

# SCHOOL TRAFFIC MANAGEMENT PLAN

It's all part of Council's plan



School name:

**St Catherine's Catholic Primary School**

---

School address:

**388 Newnham Road, Wishart**

---



*Dedicated to a better Brisbane*



## Lord Mayor's foreword

We all know schools are busy places and speaking from first-hand experience with young children of my own, I am very focused on the importance of improving safety at schools. Schools, like children, are all different, with specific requirements.

Council's school traffic management plan (TMP) template was created to help schools manage their individual traffic challenges, with more than 160 schools having completed a TMP and now implementing their own strategies for improving safety.

Road safety is of the utmost importance to Council and the feedback received on this initiative is that schools are very positive about having a step-by-step process they can follow to work with Council, address traffic matters and reinforce good road behaviour.

We are happy to assist you with completing the template and, as an added benefit, enhanced loading zone signage will be installed once the plan is finalised.

For further information on TMPs, please visit Council's website at [www.brisbane.qld.gov.au](http://www.brisbane.qld.gov.au) or call our 24-hour Contact Centre on 3403 8888.

Thank you for working with Council to create a better Brisbane.



**Adrian Schrinner**  
LORD MAYOR



## Overview

### About your school

**Table 1: School overview**

<b>School Name: St Catherine's Catholic Primary School</b>	
<b>Address: 388 Newnham Road, Wishart QLD 4122</b>	
<b>Grades at the school: Prep - 6</b>	<b>Administration contact number: 07 3349 7188</b>
<b>School population: 540</b>	<b>Expected population in three years' time: 540</b>

### Traffic management committee or champion

**Table 2: Traffic management committee**

<b>Committee chairperson/champion: Mr Paul Mitchell (Principal)</b>			
<b>Signature:</b>		<b>Date:</b>	<i>28/2/25</i>

### Communication plan

**Table 3: Traffic management plan endorsement**

<b>Name</b>	<b>Position</b>	<b>Date</b>
Paul Mitchell	Principal	January 2020
Anne Kelly	School Officer	March 2018
Monique Hegarty	Teacher Librarian	March 2018
Leigh Brown	WH&S Advisor	August 2024

# Drop and go (passenger loading) zones

Figure 1: Map of drop and go (passenger loading) zones



## Table 4: Notes and rules for drop and go (passenger loading) zones

Parents and carers are only permitted to stop for up to two minutes if they are dropping off and picking up students. Motorists must stay with their vehicle at all times.

### **BELLOT STREET LOADING ZONE**

If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 5 minutes after school has been let out. This zone is supervised for at least 20 minutes after school has been let out.

Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone. Motorists who fail to obey instructions from the loading zone supervisor may be reported to Police or Council's Suburban Safety and Parking Compliance unit.

Move forward to "take up the space" in the loading zone.

Do Not stop on yellow lines or over driveways.

### **CHURCH LOADING ZONE**

This loading zone is accessed via Newnham Road. Motorists must exit this loading zone onto Bellot Street.

If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 10 minutes after school has been let out.

Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone.

Move forward to "take up the space" in the loading zone.

### **B BLOCK LOADING ZONE**

This loading zone is accessed via Newnham Road. Motorists must exit this loading zone onto Newnham Road.

If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 10 minutes after school has been let out.

Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone.

### **General Notes**

- Parents display 'surname' on the left-hand front window of car
- All families are asked to consider alternative options than these specific loading zones in order to help reduce the congestion. For example, families may choose to park on nearby streets and walk to school.

### Table 4: Courier and/or delivery drop off points/Contractors

- All couriers and/or delivery drivers **must report to the school reception** before entering the school grounds. Designated courier and/or delivery drop off points are directed by reception and if vehicle entry into the school is required a staff member will escort the driver:
  - Courier and/or delivery drop off points are clearly marked by:
    - *marked loading sign*
    -
  - All Contractors entering school grounds **must report to school Reception and/or Grounds person**. Designated entrance points are directed by the Grounds person and will have a 'spotter' if required
  - School speed limits are set at (5 km/hr.) with clearly displayed signage located at:
    - *Vehicle entry points*

### Table 5: Safe passage of vehicles within the school (tractors, golf buggies, ride on mowers, Utes, school buses)

- Vehicles are not allowed to move around school grounds during the following time periods of peak pedestrian traffic:
  - 8:00 – 8:30 am
  - 11:00 – 11:30 am
  - 1:30 - 2:00 pm
  - 2:30 pm – 3:10 pm
- If approved by the Principal, prior to entering the school, drivers of any vehicles must report to the school reception to arrange for a member of staff to act as a "spotter" to supervise onsite vehicle movements.
- Worksite speed limits are set at (5 km/hr.)

### Table 6: Special Events (e.g. Fetes, Sporting Events etc.)

Traffic control requirements for special events may vary and control measures will need to be determined through a risk assessment (considering learning's from previous special events).

The following safety arrangements are in place to minimise the risks associated with special events in conjunction with previously documented control measures:

- Appropriate numbers of traffic controllers will be in place for all special events to restrict/direct traffic to and from the workplace;
- Additional car parking areas are clearly designated with marked parking bays and signage displayed in the following areas:
  - *On the oval with orange temporary fencing in place*
- Fete Operators to enter grounds **must have a 'spotter.'**

## Parking areas

**Table 7: Notes and rules for parking areas**

### **LONG TERM PARKING**

Long term all day parking is available in the school's car park which is accessed via Newnham Road, and on streets surrounding the school.

Motorists are reminded to obey and No Stopping conditions that may apply, and not to park across resident's driveways, pedestrian crossings or intersections.

Motorists who park in an unlawful manner may be reported to Council's Suburban Safety and Parking Compliance team and/or the Queensland Police Service.

### **STAFF PARKING**

Long term, all day staff parking is available within the dedicated staff car park which is accessed via Newnham Road.

### **DISABILITY PERMIT PARKING**

Disability permit parking spaces are available within the school's car park, which is accessed via Newnham Road.

### **DELIVERIES**

Deliver drivers are asked to contact the school's administration to arrange deliveries.

### **BUS ZONES**

Bus zones are reserved for school and commuter bus services only. Motorists who unlawfully park in these spaces may be reported to Council's Suburban Safety and Parking Compliance team and/or the Queensland Police Service.

### **NANO NAGLE CENTRE PARKING**

Motorists from the school are asked not to park in the Nano Nagle Centre's car park. This is reserved for parents who need to drop off and pick up children from the kindergarten.

## Public and active travel

Figure 3: Map of walking and cycling routes, and public transport stops



## Table 8: Notes and rules for active and public transport

### BUS SERVICES

Students are encouraged, where possible, to travel to and from school by bus. This helps to reduce traffic congestion at the school's gates and teaches students valuable skills for later in life.

The school bus arrives and departs from the bus stop on Newnham Road directly in front of the school.

For information about what other commuter bus services are available, students, parents and carers can visit Translink's Journey Planner at [www.translink.com.au](http://www.translink.com.au).

The following commuter bus stops are located near to St Catherine's Catholic Primary School:

**3120 - Newnham Rd at Tolson Street, stop 75** - <http://translink.com.au/stop/003120/gtfs/>

**3125 - Newnham Rd at Tolson Street, stop 75** - <http://translink.com.au/stop/003125/gtfs/>

**3124 - Newnham Rd at Wishart West, stop 76** - <http://translink.com.au/stop/003124/gtfs/>

**3122 - Newnham Rd at Wishart West, stop 76** - <http://translink.com.au/stop/003122/gtfs/>

### CROSSING ROADS

Students, parents and carers are asked to cross roads at designated crossing points.

When crossing at **traffic lights**, only commence crossing when the green pedestrian signal is displayed and traffic has come to a complete stop.

When crossing at **children's crossings**, only commence crossing the road when directed by the crossing supervisor.

When crossing at **pedestrian refuges** and **unsignalised intersections**, only commence crossing when there is a suitable gap in traffic. Inexperienced pedestrians should be accompanied by an adult when crossing at these locations.

## Action Plan

Date raised	Description	Agreed action	Status
October 2017	St Catherine's Catholic Primary School does not have a School Traffic management Plan.	Brisbane City Council is assisting the school to complete a School Traffic Management Plan.	Complete
October 2017	Concerns have been raised about the speed of vehicles on Newnham Road during morning and afternoon drop off and pick up times. This causes difficulty for motorists entering and exiting the school's car park.	<p>Council has agreed to install a school zone along the school frontage to Newnham Road, to operate during morning and afternoon school drop off and pick up times.</p> <p>A follow-up meeting between Brisbane City Council and the school will be arranged 6-12 months after installation to discuss the new school zone and its operation.</p>	<p>Complete</p> <p>40km School Zone now in place</p>
October 2017	Concerns raised about parking congestion on Bellot Street. This is caused by parents who park on the southern side of Bellot Street and walk across the road to collect students – instead of picking up from the loading zone.	<p>The school has asked parents not to stop on the southern side of Bellot Street.</p> <p>Brisbane City Council has modified the parking restrictions on the southern side of Bellot Street to include no parking during the morning and afternoon peak periods.</p>	Complete
		Brisbane City Council has installed enhanced green and white school loading zone signage and poles to enhance the loading zone.	Complete
October 2017	Concerns have been raised about students crossing the exit from the school's car park on Newnham Road.	School to consider constructing a footpath along the northern boundary of the school to reduce the need for students to cross the exit from the school's car park.	Further discussions required
October 2017	Concerns have been raised about the visibility of the traffic signals for vehicles turning left from Colwyn Street to Newnham Road.	Brisbane City Council has reviewed warning signage on Colwyn Street and has replaced the standard "signals ahead" sign with a new fluro	Complete

		<p>yellow, highly visible "signals ahead" sign.</p> <p>Additionally, Brisbane City Council has installed a stop signal at the exit to Colwyn Street.</p>	
October 2017	Concern noted that the school's children crossing on Bellot Street does not have a supervisor.	<p>The crossing is monitored by staff on duty at the school's loading zone, and students are accompanied by adults when crossing.</p> <p>School may contact Department of Transport and Main Roads on 1300 360 135 to discuss possible provision of a crossing supervisor.</p>	Complete
March 2019	School is concerned about the Bellot Street school zone	<p>Brisbane City Council has performed an inspection of the street which identified school zone signage and a painted threshold on the approach to the school. A school zone sign was also identified at the western end of Bellot Street at the cul-de-sac, adjacent to the school exit.</p> <p>The results of the inspection is that all signage and line marking is appropriate for the school zone and no further action is required.</p>	Complete
October 2023	The traffic Management plan doesn't include contractors and special events	Add a contractors and special events conditions for Traffic Management	Complete
August 2024	BCE requirement that the Traffic Management Plan is reviewed annually and distributed to staff.	26/08/2024- Reviewed by WHSO (Marina Barrett) and WHS Advisor (Leigh Brown).	Complete

## Contacts

Contact Card		
Name	Phone number	Description
Emergency (Triple Zero)	000	<ul style="list-style-type: none"> <li>Emergency Police, Fire and Ambulance</li> </ul>
Queensland Police Service	131 444	<ul style="list-style-type: none"> <li>Speeding and moving vehicle enforcement</li> <li>Theft and property damage</li> <li>Emergency traffic intervention</li> </ul>
Brisbane City Council	(07) 3403 8888	<ul style="list-style-type: none"> <li>Traffic management plans</li> <li>Parking enforcement</li> <li>Footpath and road maintenance</li> <li>Traffic signal faults</li> </ul>
Councillor Steven Huang MacGregor Ward Office	(07) 3407 8500	<ul style="list-style-type: none"> <li>Brisbane City Council Local Councillor</li> </ul>
Department of Transport and Main Roads	1300 360 135	<ul style="list-style-type: none"> <li>Local road safety advisors</li> <li>Crossing supervisor enquiries</li> <li>Drop and go zone monitor training</li> </ul>



**ST CATHERINE'S PRIMARY SCHOOL, WISHART**

**Machinery Restricted Zones:** **RED – NO GO ZONE.** **YELLOW – Proceed with caution.** **GREEN – YES ZONE.**